

GLEN OAKS MANOR HOMEOWNER'S ASSOCIATION, INC
BOARD OF DIRECTORS MEETING September 28, 2015
LOCATION: FAITH PRESBYTERIAN CHURCH

CALL TO ORDER: Peg Tams, Vice-President, called The Board of Directors meeting to order at 4:02 PM. The following Board members were in attendance:

Judy Johnston, Rick Pereria, Rick Randall, Peg Tams, Susan Hopkins and William Tidmore were present in person. Also present were Bridget Spence and Denise Duffina from Casey Condominium Management (CCM).

Judy Johnston affirmed that the meeting had been duly noticed and that a quorum was present.

Homeowners present were: Ray and Janet Stockwell – Villa 10, Pat Richmond – Villa 126, Linda Cordisco – Villa 112, Edith Kaplan – Villa 104, Nelda Reinhart – Villa 175, Ken/Ling Meinhardt – Villa 23, Burt Gloor – Villa 53, Bill Byers – Villa 6, Alan Hopkins – Villa 61, Gloria and Bill Lowe- Villa 168.

OWNER COMMENTS:

Pat Richmond – Villa 126 – Asked a letter be sent to the church to cut the grass at the southeast corner of their lot and keep it maintained. The grass is usually very tall and encroaching on the Glen Oaks Manor fence. Also asked if there is an update or resolution on villa 29.

Janet Stockwell – Villa 10 – Stated the order of items on the agenda are out of compliance of the association bylaws and it would take an owner vote to change the order. Bridget Spence answered she will have to check with the attorney.

Linda Cordisco - Villa 112 – Announced she and Toni Grief are working on the garage sale together. She asked if a flyer should be delivered to the street captains. Various board members stated yes.

Edie Kaplan Villa 104 – Stated the new sign on One South is very nice but it makes the mailboxes look horrible. Advertisers had approached her about getting into the association eblast. The board had a discussion. Judy Johnston also stated the newsletter is for newsworthy information to the owners only.

APPROVAL OF MINUTES: The Board of Directors had copies of the August 24, 2015 meeting minutes.

A motion was made by Rick Pereria to waive the reading of the August 24, 2015 minutes and approve them as presented. Susan Hopkins seconded the motion and all approved by voting Aye.

MANAGEMENT REPORT:

Bridget Spence reported on the following:

- Doggie waste stations were delivered to the Casey office and Southwest Services is making arrangements to pick up and deliver to Glen Oaks Manor and install them at various locations to be determined by Maintenance and Landscaping Chairs.
- Aquagenix contract includes the cutting of vegetation on the eight lake headwalls. Susan Hopkins stated she had asked Denise Duffina of Casey Management to look into their contract for her because it didn't look like the headwall vegetation had been removed. Denise Duffina reported she had spoken with the vendor's office, who was to forward to her a copy of the current contract and the technician property visit reports and was waiting on those.
- Driveway mirrors at the entrance – In speaking with contractor George McGonagill, he said a civil engineer should be consulted. Casey Management has obtained pricing on two different sized mirrors.
- Regarding the signs and mirrors, Bridget Spence stated per the attorney's opinion in conversation, the umbrella insurance policy would have to be raised to \$15 million and the association should engage a civil engineer for a traffic study. Speed tables – per attorney opinion in conversation there was a case where an

owner challenged the installation of speed tables in a community due to easement right. The attorney would have to look at the covenants regarding the owners' individual rights on the matter. Bridget Spence recommended getting a civil engineer and attorney legal opinion.

- In the past month seven parking violation letters and four general violation letters went out.
- Changing stop signs to yield signs – In contacting the city, they stated they had no comment when it comes to private roads, but encourages state law recommendations are followed. City laws defer to state laws.
- Installation of speed tables – Because the roads are private, the city has no comment but recommends the community follow the Florida Department of Transportation standards due to trash pick-up and emergency vehicles.
- Compliance Process – Bridget Spence explained the old and then the new legal process per Florida Statute. The hearing now is only for the fining committee to agree or not to the fine amount as recommended by the board, which can be \$25 per day per violation up to \$100 per day per violation. The hearing is not to determine if a fine can be erased or not. The violation issue process would have to be documented; first notice with 14 days given to comply with rules, second notice sent certified mail with another 14 days to comply and it would be presented at the next board meeting. She further explained the process is meant to bring people into compliance, not create a revenue stream. A template is being drafted as an information sheet to present to the board of directors. A discussion followed.

PRESIDENT'S REPORT:

No report due to Ron Albee's absence.

VICE PRESIDENT'S REPORT:

No report was given.

SECRETARY'S REPORT:

No report was given.

TREASURER'S REPORT:

Rick Pereria reported the following:

August 31, 2015 Financials

Operations	\$ 88,396.79 (38 % in money market funds)
Reserve	\$ 546,408.01 (100% in money market funds)
Prior Yrs Fund Balance	\$ 73,784.49

A copy of the report will be attached to the minutes.

a. Operating and Reserve Account Updates

Bill Byers reported there were no reserve expenses and no out of the ordinary operating expenses in the last month.

ARCHITECTURE COMMITTEE REPORT:

Bill Tidmore presented a window option with a built-in louvered shutter, meets wind resistance and egress provision standards and has impact glass. The window is the same size as currently on the villas and opens and closes from inside. Bill Tidmore stated he could have pricing for the next meeting. A discussion followed.

Stop signs – Bill Tidmore stated stop signs on posts are needed at both entrances. If the signs are approved, they will be the same as the posted prototype and would be installed in the same places stop signs are now. He recommended one sign that says everything, not several major signs (stop and street signs, speed limit signs, crossing signs, etc). The manufacturer only offers one type of post. To purchase and have installed all new street signs including the posts, the proposed cost is \$17,175.70 and would be paid out of reserves. A discussion followed.

A motion was made by Susan Hopkins to purchase and have installed the street signs and posts as proposed for \$17,175.70 as presented. Judy Johnston seconded the motion. A discussion followed. Rick Randall stated he personally does not like the posts and wants to see more prototypes. Bill Tidmore stated speed signs have to be DOT approved standards. The motion was approved 3 – 1 by saying aye with Rick Randall in opposition. Peg Tams as chair did not vote.

A motion was made by Bill Tidmore to approve the request of villa 191 to install a privacy fence. Rick Pereria seconded the motion and all approved by voting aye.

There was a discussion on a request for solar panel installation.

Door colors – Bill Tidmore stated a previous board had approved four colors and that owners could choose one of the four colors only or keep their door color as it is. A discussion followed. Tidmore will bring the paint samples to the October meeting.

Owner Pat Richmond, villa 126, asked what is the estimated time of completion on the two gaping holes at villa 29?

A motion was made by Rick Pereria to send a letter to the owner of villa 29 stating they have to provide to the association in writing within 60 days a definitive completion date. Rick Randall seconded the motion and all approved by voting aye.

A discussion followed.

An amended motion was made by Rick Pereria to send a letter to the owner of villa 29 stating they have to provide to the association in writing within 30 days a definitive completion date. Rick Randall seconded the motion and all approved by voting aye.

Standardizing Light Bulbs – Bill Tidmore stated there was no report.

LANDSCAPE COMMITTEE REPORT:

Rick Randall reported he had pricing from TruScapes for Court One (\$6,004) and Court One South (\$6,792) at the fence line running alongside the church. He also has pricing for fertilizing palms for the entire property for \$528 per year at a schedule of four times per year. Wayne Grubbs, who will fertilize the palms stated it will take four years to get the palms back. **A motion was made by Rick Randall and seconded by Susan Hopkins to schedule the palm fertilization program as presented. All approved by voting aye.**

Susan Hopkins started a discussion on irrigation concerns, namely all irrigation caps should be reviewed. An owner interjected the association had drainage installed at her villa to drain water away from her lanai and it is working beautifully and said thank you to the board.

MAINTENANCE COMMITTEE REPORT:

1. Painting Contract

Susan Hopkins stated she did not see anything on the contract about a warranty. Bridget Spence of Casey Management stated the paint company, Sherwin Williams, provides the warranty. They check the specifications, work in progress and track purchases. The warranty is for seven years for the paint color lasting and adhesion per Bill Tidmore. Bridget Spence continued saying Sherwin Williams provides a certificate at the end of the project that they sign off on. Contractor George McConagill, will inspect, monitor and document on this painting round for repairs; ie, stucco delamination caused by water pockets because elastometric paint was used previously. The stucco work is association responsibility, but not the woodwork. Also the association is not responsible for party walls, but can ask owners to please apply a sealant to their side of the party wall. She then stated B, C and R cluster is scheduled for this year.

2. Concrete Pavers

Susan Hopkins reported Southwest Services will be sending a trainer for Kimberly in maintenance at their expense in order for the previous poor job quality by the former employee on the lots can be corrected.

She also reported trees and plant bed circles have enlarged causing less grass area. Rick Randall said he will speak with TruScapes.

3. Landscaping Issues

Bridget Spence reported she sent a request-to-trim sheet to the landscaper and they will be on property Wednesday and Thursday for the paint prep trimming. Susan Hopkins stated she had received a letter from an owner concerned about roof power washing, who had also asked what the guarantee is if damage occurs. Bridget Spence answered the power washer is not responsible for any screen damage. Power washer is supposed to take a photo to document existing damage prior to power washing. She also stated the attorneys have reviewed very carefully. The association has the ability per the HOA documents to do this work. Painters are also supposed to take a photo to document existing damage. That's why the contractor, George McConagill is overseeing the paint project. Owners may hire someone themselves to do the power washing. If owners see any damage she requests they contact management.

4. Aquagenix Update

Already addressed earlier in the meeting.

5. Lighting Issues Update

Bridget Spence reported she had to go back to using Owens Electric due to poor service response with United. Within 72 hours Owens had everything illuminated. One of the problems was a flipped breaker at pole 17.

OLD BUSINESS:

Traffic Patterns

There was a discussion.

A motion was made by Susan Hopkins and seconded by Rick Pereria to leave stop sign locations where they are currently. All approved by voting aye.

NEW BUSINESS:

Front Door Color

Addressed earlier in the meeting.

Owner. Gloria Lowe, villa 168, asked how is trimming for the paint project determines? Eyeballed? Bridget Spence answered yes. There was a discussion. Bridget Spence also stated dying plants are replaced by the landscaper with the same plant; there are no options.

Rental Amendments

Judy Johnston reported the committee last year came up with resolutions and was defeated in the vote. Now new proposed amendments are going to the attorney for drafting for owner voting at the annual owner meeting.

A motion was made by Rick Pereria and seconded by Susan Hopkins to put the proposed amendments on the website and in an eblast to the owners. All approved by voting aye.

A discussion followed.

A motion was made by Rick Pereria and seconded by Susan Hopkins that a letter be sent from the board of directors to Terrell Hart for his years of dedicated service on the compliance committee. All approved by voting aye.

A motion was made by Rick Pereria and seconded by Judy Johnston that the board of directors appoint a committee of volunteers to come up with a fining schedule. All approved by voting aye.

Rick Pereria volunteered to chair the fining schedule committee.

NEXT MEETING DATE:

The next regular Board of Directors meeting will be Monday, October 26, 2015 at 4:00 p.m. at Faith Presbyterian Church.

ADJOURNMENT: A motion was made by Rick Pereria and seconded by Judy Johnston to adjourn the meeting at 6:07 pm. All approved by voting aye.

Submitted by: Denise Duffina, Association Manager